

**CANTON PARK COMMISSION  
BOARD MINUTES  
MONTHLY MEETING**

**MARCH 11, 2015**

The Canton Board of Park Commissioners met in a regular meeting on February 11, 2015.

Attendees:

Board Members: President - Andrew Black, Vice President – Wuyanbu Zutali (Arrived at 4:22pm / Exited at 7:40pm), Member - Drew Pelger

Staff Members Present: Park Director – Derek Gordon, Assistant Park Director - Dan Kunz,  
Office Manager - Theresa Gang, CJRD Program Director – Greg Mytinger, City  
Engineer – Dan Moeglin,

Community Members: CJRD Board Member – Don Peterson, CJRD Board Member – Ida Ross Freeman, City Councilman – Thomas West, ODOT – Dayna Mallas, ODOT - Brian Peck, Dave Miday – J. Babe Stearn Center, Leon Cote, Alice Sarver, Ken Ash,

The meeting was called to order at 4:02pm by President Black.

Meeting minutes from the February 11, 2015 regular Meeting were reviewed by the Commissioners.

President Black motioned to approve the minutes. Commissioner Pelger seconded. Motion passed unanimously.

**OLD BUSINESS**

1. 2016 Levy Discussion – Commissioner Black provided an overview of multiple meetings he has attended with the Mayor, City Councilmembers, and Canton Joint Recreation District (CJRD) representatives in an attempt to determine which levy initiative should be pursued for the November 2015 general election. There is still a significant difference of opinion amongst these entities as to which levy option should be pursued. An informal recommendation has been developed with the assistance of Leon Younger from PROS Consulting who is responsible for compiling the CJRD's master plan. This recommendation advises to pursue a merged entity under the CJRD model. Commissioner Black sought the input of the rest of the Commissioners as to their preferred levy option to help provide a recommendation to the Law Department by the end of March to research and present to Council. After lengthy discussion amongst the Commissioners and staff, the Commission concluded that either a Park Commission or CJRD model would be their preference over a City Department model. Commissioner Black will bring this sentiment back to his discussions with the other stakeholders and work towards a final selection prior to the end of the month.
2. Master Plan Update – Director Gordon has begun to receive preliminary data regarding park distribution and gaps in service. He is continuing to meet with park master plan and comprehensive plan consultants to review this information. A meeting date will be presented by the next Commission meeting for an internal meeting with staff and the Commissioners to review the final plan before it is released to the public.
3. Park Naming Policy Discussion – Tabled until next meeting due to time constraints
4. East Lincoln Highway Neighborhood Association – Lee Park Name Change Request - Tabled indefinitely the proposal has not materialized.
5. Bors Field – Property Easement Discussion – Director Gordon provided an e-mail from City Engineer Dan Moeglin regarding the process for proposed lease/easement of a section of a city owned parcel containing Bors Field. Commissioner Black expressed concerns about the precedent set if this proposal were to proceed.

It appeases private property owners who have illegally encroached on city owned properties without prior consent. A formal proposal will be presented to the Commission if the property owner proceeds with the necessary permits.

6. Willig Field – ODOT Harrisburg Road Construction Proposal – Dayna Mallas and Brian Peck from ODOT were present to answer questions regarding the impact of a new roundabout on Harrisburg Road on Willig Field. The proposed construction will encroach on the current Willig Field parking lot but will result in full paving, striping, and curbing of the lot. The Commissioners offered their feedback on the proposal and will await a final 4-F request for approval.
7. AEP Proposal – AEP presented a series of new and supplemental easements for approval by the Commission. The easements had been reviewed by park and engineering staff and they believe they are acceptable in value and impact to park operations. Commissioner Black motioned to approve the easements pending the confirmation that all compensation for park easements will be paid into park accounts. Commissioner Pelger seconded the motion. Motion passed unanimously.
8. 2015 JBSC Budget Proposal - The Director of the J. Babe Stearn Center (JBSC), Dave Miday, submitted a new financial budget for the 2015 fiscal year for approval by the Commission. This budget must be approved by the Commission before monthly reimbursements for their services at the center can be processed by the Park Director. The Commission reviewed the JBSC 2014 Year End Report (See Attachment) and Mr. Miday elaborated on several of the upcoming 2015 programs, fundraisers, and building developments as well as many of the improvements that occurred at the JBSC in 2014 as a result of the park funding. President Black requested that a report documenting membership levels be provided to the Commission at the JBSC's earliest convenience. President Black motioned to approve the budget. Commissioner Zutali seconded. Motion passed unanimously.
9. 12<sup>th</sup> St Bridge Construction Approval – Director Gordon presented a letter from City Engineer Dan Moeglin requesting 4-F approval of the 12<sup>th</sup> St Bridge Construction plans which reroute the Stadium Park Walking Track, West Branch Trail and Stadium Park Drive. Mr. Moeglin presented a detailed map of the area and elaborated on the specific impact, changes, and project timeline in relation to the park operations and facilities. President Black motioned to approve the 4-F Letter with the understanding that Mr. Moeglin will properly coordinate all project components that impact the park with the Park Director as they relate to park landscaping, road closures, and calendar of events. Commissioner Zutali seconded. Motion passed unanimously.

## **EVENT REQUESTS**

1. Rally for Recovery – Postponed due to incomplete submission
2. Community Give Back – Postponed due to incomplete submission
3. Veteran's Easter Egg Hunt – April 4<sup>th</sup> – Arboretum Park – This annual event has requested a fee waiver for their event. President Black motioned to approve the event with a fee waiver as there are no costs or personnel requirements for the park and the event will be free and open to the public pending the receipt of proper insurance and 501© 3 confirmation. Commissioner Zutali seconded. Motion passed unanimously.
4. Negro Old Timers Easter Egg Hunt – April 4<sup>th</sup> – Nimisilla Park – This annual event has requested a fee waiver for their event. President Black motioned to approve the event with a fee waiver as there are no costs or personnel requirements for the park and the event will be free and open to the public pending the receipt of proper insurance and 501© 3 confirmation.. Commissioner Zutali seconded. Motion passed unanimously.
5. 11<sup>th</sup> St Church of God Easter Egg Hunt – April 4<sup>th</sup> – Canton Garden Center Grounds - This annual event has requested a fee waiver for their event. President Black motioned to approve the event with a fee waiver as there are no costs or personnel requirements for the park and the event will be free and open to the public pending the receipt of proper insurance and 501© 3 confirmation. Commissioner Zutali seconded. Motion passed unanimously.
6. Great Strides Walk – May 2<sup>nd</sup> – Stadium Park – Commissioner Black motioned to approve the event. Commissioner Zutali Seconded. Motion passed unanimously
7. Canton Repository – Haunted History 5K – Postponed due to incomplete submission

8. Hoops for Healing Event – April 11<sup>th</sup> - SECC - Councilmember Thomas West addressed the Commission about waiving the fees for the use of the basketball court at the Edward “Peel” Coleman Center (SECC) for this free event promoting minority health awareness. Director Gordon noted that this was the first event that had requested a fee waiver since the new building rental policy was implemented and fees were reduced at the building. A reduced 75% non-profit rate has been offered for this event. After thorough discussion amongst the Commissioners, Director Gordon, and Councilman West about the merits of the waiver Commissioner Black motioned to approve the waiver. Commissioner Zutali seconded. Commissioner Black – No. Commissioner Zutali – Yes. Commissioner Pelger – No. Motion denied. The Commission asked that Councilman West forward donation information for the Commissioners’ personal review and possible donation to the cause. They expressed their support for the event and noted the responsibility they have to strike a balance between maintaining building revenues for upkeep and supporting community events.

### **NEW BUSINESS**

1. Westbrook Veteran’s Special Fund Allocation Approval – Bathroom Improvements - \$3,700 – Director Gordon requested an expenditure of \$3,700 from the Westbrook Veteran’s Special Fund to install keyless, dawn to dusk entry doors at the Westbrook Park Bathroom. The Commissioners expressed support for the concept but requested to table the request until a more detailed conversation could be had with the local Veterans about their desires for the use of these funds at the park Memorial.
2. Nimishillen Creek – Watertrail Designation Approval Request – Tabled until next meeting due to time constraints
3. 2015 Goose Reduction Program – The Commissioners expressed support for the continuance of the program (See Attachment) but tabled the full presentation until the next meeting due to time constraints
4. 2015 Grant Authorizations – Director Gordon requested approval of a series of grants (See Attached) that may be necessary to pursue a variety of park projects during 2015. The impetus for this request is the variety of potential funding sources that may be necessary to pursue for the Nimishillen Creek Restoration project. Director Gordon also included the list of grant application requests that had already been approved by the Commission so all approved grant requests could be found on one document. Commissioner Black motioned to approve the request. Commissioner Zutali Seconded. Motion passed unanimously
5. Bike Share Final Agreement - Tabled until next meeting due to time constraints
6. Little Library Program Review - Tabled until next meeting due to time constraints
7. Kimble – Moral Obligation – Director Gordon requested approval of a moral obligation to the Kimble Company in the amount of \$172.47. (See Attachment) This moral obligation was the result of services provided to the parks after the purchase orders were closed out for the 2014 fiscal year, but before the 2015 purchase orders were opened. Therefore, no purchase order was open prior to the date of the invoice which requires Commission approval before the Auditor’s Office will make payment. Commissioner Black motioned to approve the request. Commissioner Zutali Seconded. Motion passed unanimously.
8. Metal Detector Request – Mr. Larry Kohler – Mr. Kohler has requested permission to use a metal detector in Stadium and Monument Park during the month of May. Commissioner Black motioned to approve the request with the understanding that Mr. Kohler would abide by all park rules and guidelines pertaining to metal detection. Commissioner Zutali Seconded. Motion passed unanimously
9. Recreation Report – Director Gordon and CJRD Board Member Don Peterson introduced Greg Mytinger who is the new Program Director for the CJRD. Mr. Mytinger presented a draft of a proposed field allocation proposal which is standard practice in other communities, but does not currently exist in Canton Parks or CJRD. Mr. Mytinger stated that it will take several months to get feedback on this proposal from all stakeholders and existing program administrators, but he will be including the Park staff in this process and will return to the Commission when a proposal is finalized.
10. Financial Report - Commissioner Black motioned to approve the report. Commissioner Zutali seconded. Motion passed unanimously.
11. Director’s Report – Director Gordon presented his monthly report (See attached) to the Commission and provided updates on the Herbruck Park Urban Farm development, the skate park site selection at the

Cuyahoga Valley Scenic Railroad, park information sessions with police officers, the spraypark at the SECC, and construction timelines for the two east/west trail connectors.

Commissioner Black motioned to adjourn at 8:30pm. Commissioner Pelger seconded. Motion passed unanimously. Meeting adjourned.

*\* All votes seconded by Commissioner Pelger with the exception of the Organizational Meeting took place prior to Commissioner Zutali's arrival or after Commissioner Zutali's exit.*

Next Park Commission Meeting to be held at 4:00pm on April 8th, 2015 at the Canton Park and Recreation Offices.

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Andy Black, President

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Derek Gordon, Director